

# BROOKINGS COUNTY COMMISSION MEETING

**Tuesday, August 10, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 10, 2004 with the following members present: Deanna Santema, Dennis Falken, Mary Negstad, Emil Klavetter and Donald Larson. Also present: Stephanie Vogel, Stacy Steffensen, Ted Eggebraaten, Todd Struwe, Terri Bortnem, Joyce Dragseth, W. Mark Kratochvil, Kristin Olson, Teresa Anderson, Martin Stanwick, Donna Ramsay, Beth Pederson, Royce Emerick, John Kleinjan, Cliff Jorenby, John Andrews and Brian Eclov.

Chairperson Deanna Santema called the meeting to order.

## CONSENT AGENDA

Chairperson Santema declared the Consent Agenda approved as amended without objection from the board. The Consent Agenda consisted of the agenda for the August 10, 2004 Commission Meeting, and the minutes from the August 3, 2004 Commission Meeting, Welfare Matters, and Travel/Education Requests. Welfare Matters: Case #04-099 for rent was approved. A travel request for Mel Kloster to bring exhibits and work at the South Dakota State Fair in Huron, SD, September 3-6, 2004 was approved. A travel request for Laurie Tangen to attend MAP (Medicare Assistance Program) training in Chamberlain, SD, August 23-24, 2004, to attend the South Dakota State Fair in Huron, SD, September 2-7, 2004, to attend the Women in Ag program in Aberdeen, SD, September 16-18, 2004 and to attend FCS/YD 4-H training in Mitchell, SD September 20-23, 2004, was approved.

## ROUTINE BUSINESS

Motion by Negstad, second by Falken, to approve the following claims. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

*Ace Hardware, firefighter supplies/game \$817.89; Advance, qtrly payment \$6,750.00; Allied Oil & Supply, tires \$246.12; Arnie Appelt, 4-H judge \$50.00; Cyndi Ault, payroll advance \$500.00; BAHRA, lunch \$35.00; Eugene Beckman & Son, parts/labor \$117.88; Kris Bothwell, payroll advance \$500.00; Bound Tree Medical, rescue blankets/sheets \$468.14; Boys & Girls Club, service/donation \$1,488.00; Bkgs City, utilities \$9,233.13; Bkgs Clinic, medical \$37.64; Bkgs Co Clerk of Courts, restitution \$1,070.75; Bkgs Co Youth Mentoring, mentoring \$2,480.61; Denise Brown, payroll advance \$500.00; Butler Machinery, labor \$120.00; C&R Supply, replace switch \$230.60; C&W Repair, service \$23.00; Cellular One, telephone \$110.20; Central Business Supply, office supplies/labor \$213.22; Chemco, janitorial supplies \$368.14; Clite's Electric, switch \$20.91; Columbia Weather Systems, weather master \$3,995.00; Diane Culver, 4-H judge/mileage \$55.22; Custom Air Photo, photo \$189.00; Dakotaland Enterprises, rent \$320.00; Darin's Auto & Glass, repair \$700.00; Donna Dietrich, MI hearing \$86.05; East Dakota Water, monthly water conserv \$122.20; Theodore Eggebraaten, room/registration/mileage \$205.29; Ekern Plumbing & Heating, execution \$146.09; LG Everist, rip-rap \$416.33; Exhaust Pros, exhaust system \$90.72; Furniture for Less, execution \$1,006.56; G&K Services, laundry service \$174.97; Dee Gilkerson, 4-H judge \$50.00; Alan Glover, CAA \$309.60; Goldies Radiator, radiator \$996.00; Janet Goodfellow, 4-H judge/mileage \$63.34; Graybar Electric, batteries \$20.29; Green Briar Apartments, rent \$364.00; Mark Halverson, payroll advance \$500.00; Harold's Printing, visitor cards/envelopes/door hangers \$219.05; Harold's Photo, photo finishing/film \$8.78; Jennifer Hart, 4-H judge/mileage \$84.80; Patricia Hartsel, transcripts \$288.40; Kay Hobbie, 4-H judge/mileage \$59.86; Tim Hogan, CAA \$708.99; Homestead Do-It Center, marker \$6.99; Justin Hyde, CAA \$237.60; Hy-Vee, food/flowers \$96.86; ICMA Member Services, membership \$342.89; Index, office supplies \$41.58; Insty-Prints, lamination \$14.93; ITC, database \$713.45; Peg James, 4-H judge/mileage \$61.60; Randy Jensen, meeting/mileage \$33.12; Joan Kittleson, MI hearing \$24.00; Emil Klavetter, mileage \$41.47; Darrel Kleinjan, meeting/mileage \$36.02; Mel Kloster, mileage/engine \$518.83; Dale Kneebone, payroll advance \$500.00; Duane Knutson, meeting/mileage \$27.61; Nelva Kooistra, MI hearing \$24.00; L&L Parts, parts/filters \$99.78; Locators & Supplies, safety equipment \$312.65; Lyle's Signs, signs \$530.50; ME McCann, CAA \$332.14; Donald McCarty, CAA \$279.22; MCI, telephone \$240.62; M&T, medical supplies/fire hoses \$3,356.00; Madison Instant Printing, dot counters \$5.18; Jenny Martens, 4-H judge/mileage \$36.60; Mastercard, motel/shuttle/meals \$1,319.07; Marilyn Matson, 4-H judge/mileage \$73.20; Mediacom, internet \$55.95; Midwest Credit, execution \$825.54; Gary Mikelson, MI hearing \$57.60; Minnehaha Co Auditor, MI hearing \$48.00; Minnehaha Co Treasurer, MV*

*notices \$74.56; Malorie Moberg, 4-H judge \$25.00; Mobile Electronic Service, repair \$966.00; Ruth Moriarty, 4-H judge \$50.00; Mary Negstad, mileage \$20.30; Darrel Nelson, meeting/mileage \$30.51; Nancy Nelson, CAA \$189.36; Nielsen's, repair cord \$50.00; Office Systems, office supplies \$590.11; Mike Olson, meeting/mileage \$37.76; Olson & Johnson International, parts \$383.26; Robert Olson, payroll advance \$500.00; Bella Opatz, payroll advance \$500.00; Papa John's, pizza \$58.14; Kevin Quail, 4-H judge/mileage \$30.80; Qualified Presort, MV notices \$561.20; RFD News, publications/notices \$1,504.03; Reliance Telephone, phone cards \$2,400.00; Dept of Revenue, MV/birth & death fees/admin fees/blood tests \$230,480.53; Robert Rochel, meeting/mileage \$34.57; Jesse Ronning, CAA \$3,960.00; Brad Ruden, 4-H judge/mileage \$31.96; Running's Big R, supplies \$71.86; Layne Saathoff, meeting/mileage \$38.34; Sanderson Gardens, trees \$210.00; Vicki Schnetzer, 4-H judge/mileage \$84.80; SD Federal Property Agency, supplies \$27.50; Securicor EMS, monitoring \$24.20; Shepardson's Hardware Hank, supplies \$118.65; Lisa Sik, payroll advance \$500.00; Sioux Equipment, service \$341.00; Sioux Falls Two Way Radio, parts/repair \$98.08; Sioux Valley Wireless, utilities \$34.95; Skill Path Seminars, seminar \$895.00; Ida Slocum, 4-H judge/mileage \$52.90; Kay Solberg, 4-H judge/mileage \$83.64; Sprint, telephone \$36.39; Stan Houston Company, shrink wrap \$18.50; Rose Marie Stee, meals/mileage/supplies \$467.64; Dennis Stoick, tax refund \$392.26; Sturdevant's Auto, parts \$348.69; Laurie Tangen, meals/mileage/supplies \$198.85; Total Eyewear, glasses \$196.50; Tim Trooinen, compensation agreement \$700.00; Ultramax, ammunition \$176.00; Gina VanderWal, 4-H judge/mileage \$54.06; VanDiest Supply, chemical \$2,645.20; Viking Office Products, office supplies \$62.20; Barry Vlasman, CAA \$217.09; WW Tire Service Inc, wheel/tires \$351.20; Wagner Real Estate, inspection fees \$2,900.00; Wal-Mart, office supplies/CERT equipment \$1,217.91; West Group, law books \$939.00; City of White, utilities \$79.15; Terry Wieczorek, CAA \$162.11; Jan Winkelman, 4-H judge/mileage \$35.44.*

## **DEPARTMENT HEAD REPORTS**

Highway Superintendent, Ted Eggebraaten, updated the board on the railroad crossing in Aurora and discussed additional railroad crossings in Volga and Elkton.

Emergency Management Director, Todd Struwe, updated the board on the Homeland Security Grant meeting and the following upcoming meetings: the PDM Resolution discussion with the City of Brookings, a Department of Health meeting, a meeting with Senator Tom Daschle, CERT training, an LEPC meeting and Safety Day in Aurora.

Director of Equalization, Joyce Dragseth, updated the board on the OHE hearings and the departments needs and concerns regarding their upcoming move into the 1921 building. She also updated on the board on other departmental issues.

Planning and Zoning Office Assistant, Terri Bortnem, presented the board with the July 2004 Building Permit Report.

## **COMMISSION ASSISTANT/PERSONNEL DIRECTOR REPORT**

Commission Assistant/Personnel Director Stephanie Vogel presented the board with the Commission Assistant/Personnel report. Vogel updated the board on the vacancy in the Equalization Department.

Motion by Klavetter, second by Negstad, to approve the Request to Fill Vacancy for an Appraiser I position in the Equalization Department. Roll call vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Motion by Falken, second by Klavetter, to approve the revised job description for an Appraiser I in the Equalization Department. Roll call vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

Vogel updated the board on the mold study quote for the 1<sup>st</sup> floor of the 1921 building. Motion by Falken, second by Negstad, to approve the quote from Maxim Technologies, Inc. of Sioux Falls, SD, at a cost of \$645 (six-hundred forty-five dollars) for performance of mold air monitoring on the 1<sup>st</sup> floor of the old Brookings Middle School located in Brookings, SD. Roll call vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

## APPROVAL OF PLATS

Motion by Larson, second by Falken, to approve Resolution #04-31 for recording purposes, a plat of Lots 1-48, Block 8 of First Lutheran Cemetery in the SW ¼ of Section 27, T110N, R50W of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Negstad, second by Larson, to approve Resolution #04-32 for recording purposes, a plat of Lot 1A of Walters Oakwood West Addition to the County of Brookings, a replat of Lot One of Walters Oakwood West Addition and located in the North Half Southwest Quarter and Government Lots 1 and 2 of S36-T112N-R52W of 5<sup>th</sup> PM Brookings County, SD. Roll call vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

Motion by Klavetter, second by Falken, to approve Resolution #04-33 for recording purposes, a plat of Lot 1, Wright Addition in the S ½ of Section 17, Township 111 North, Range 48 West of the 5<sup>th</sup> P.M., Brookings County, South Dakota. Roll call vote: Falken "Aye," Klavetter "Aye," Larson, "Aye," Negstad "Aye," Santema "Aye." Motion passes.

## ROUTINE BUSINESS

The board discussed the publication of Zoning Board minutes and heard comments from Brookings County resident Beth Pederson. By consensus, the board agreed to not publish the minutes at this time and noted that they are available for public inspection on the county's website and at the zoning office.

Motion by Larson, second by Falken, to approve abatement #04-09 for a mobile home that was destroyed in April 2004 for David Buchholz in the amount of \$17.68. Roll call vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

Motion by Negstad, second by Klavetter, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$1,490.65; Reason: Program funding for DOJ/OJP Equipment—2003 Part II Grant; Receipt # 88396; Line #22600X4296222. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

The board discussed the NACo Prescription Drug Discount Card Pilot Program. Commission Assistant Stephanie Vogel, Deputy State's Attorney W. Mark Kratochvil and members of the board will participate in a telephone conference to get more information on the program on Tuesday, August 24, 2004 at 1:00 p.m.

Deputy Emergency Management Director, Teresa Anderson, met with the board to discuss using a portion of the courthouse grounds for a CERT simulation and graduation on August 26<sup>th</sup>. By consensus, the board agreed to let the courthouse grounds be used.

As scheduled, Chairperson Santema opened the public hearing and 2<sup>nd</sup> Reading on Ordinance #04-01, an ordinance establishing a 35-mile per hour speed limit for truck traffic upon Argo Township roads. The board heard comments from Donna Ramsay, John Kleinjan, Beth Pederson, Cliff Jorenby, Brookings County Sheriff Martin Stanwick, Highway Superintendent Ted Eggebraaten and Deputy State's Attorney W. Mark Kratochvil. Chairperson Santema closed the public hearing. Motion by Klavetter, second by Falken, to approve Ordinance #04-01, an ordinance establishing a 35-mile per hour speed limit for truck traffic upon Argo Township roads. Commissioner Klavetter "Called the Question" to cease discussion. Roll call vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." "Call the Question" passes. Roll call vote: Falken "Nay," Klavetter "Nay," Larson "Aye," Negstad "Nay," Santema "Nay." Motion fails.

The board discussed the 1921 Building State's Attorney Storage Space Lease. Motion by Larson, second by Negstad, to approve and authorize the chair to sign the State's Attorney Storage Lease with 1921, LLC, as amended. Roll call vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes.

The board heard from State Auditor Rod Fortin with Legislative Audit regarding Resolution #04-30, a resolution requesting access to Brookings County's bank records. Motion by Negstad, second by Falken, to approve Resolution #04-30, a resolution authorizing the County Treasurer the power to review and to disclose in full all accounts established in depositories under the name of Brookings County and/or under Brookings County's Federal Employee I.D. Number. Roll call vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

## RESOLUTION #04-30

A RESOLUTION AUTHORIZING THE COUNTY TREASURER THE POWER TO REVIEW AND TO DISCLOSE IN FULL ALL ACCOUNTS ESTABLISHED IN DEPOSITORIES UNDER THE NAME OF BROOKINGS COUNTY AND/ OR UNDER BROOKINGS COUNTY'S FEDERAL TAX I.D. NUMBER.

WHEREAS, the Brookings County Board of Commissioners desires full disclosure of all depository accounts established under the name of the county and or under the Federal Tax I.D. Number of the County.

THEREFORE BE IT RESOLVED BY THE BROOKINGS COUNTY BOARD OF COMMISSIONERS that the Brookings County Treasurer is officially authorized the power to review and to disclose in full all accounts established in depositories under the name of Brookings County and/or under Brookings County's Federal Tax I.D. Number.

Passed and approved this 10th day of August, 2004.

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Chairperson, Brookings County  
Board of County Commissioners

Attest:

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Brookings County Auditor

## COMMISSIONER'S OPEN DISCUSSION

### **Commission Reports:**

Commissioner Larson reported on the county's requirements to provide housing for the Housing Authority, the 4-H BBQ and budget hearings.

Commissioner Negstad reported on the budget hearings, a BATA meeting, the 4-H BBQ and the Interlakes Community Action meeting.

Commissioner Falken reported on the budget hearings, the workmen's comp state meeting, a walk-through of the 1921 building, and the GIS coordinator position.

Commissioner Klavetter reported on the budget hearing, the Planning and Zoning meeting, the 4-H BBQ, the landfill meeting and tour and the GIS coordinator position.

Commissioner Santema reported on the budget hearings, the Planning and Zoning meeting, the Emergency Management Homeland Security Grant meeting, and the 4-H BBQ.

The board also discussed the sound system for the boardroom, the GIS coordinator position, an SDACC survey, the upcoming 8-County Meeting on August 16<sup>th</sup>, a BATA funding request and Zoning Board appointment interviews. The board also heard comments from Brookings County resident Beth Pederson regarding a moratorium on conditional use permits for concentrated animal feeding operations and she invited to the board members to a meeting on Monday, August 16<sup>th</sup> regarding that issue.

The board recessed until 1:00 p.m.

## EXECUTIVE SESSIONS AND BUDGET HEARINGS

The board reconvened at 1:05 p.m. for Zoning Board interviews. Commissioner Falken was absent for personal reasons. Motion by Larson, second by Negstad, to enter into Executive Session to conduct Zoning Board interviews. Roll call vote: Larson "Aye," Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chairperson Santema declared the Executive Session over at 1:45 p.m. No action was taken at this time.

The board met in special session at 1:45 p.m. with the following members present: Deanna Santema, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel and Janet Willmott. Vogel and Willmott met with the board to discuss the 2005 budget.

Motion by Larson, second by Negstad, to enter into Executive to conduct Zoning Board interviews. Roll call vote: Negstad "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes. Chairperson Santema declared the Executive Session over at 3:50 p.m. No action was taken at this time.

The board met in special session at 3:50 p.m. with the following members present: Deanna Santema, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel and Janet Willmott. Vogel and Willmott met with the board to continue 2005 budget discussions.

## ADJOURNMENT

Chairperson Santema declared the meeting adjourned until 9:00 a.m. on Wednesday, August 11, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Stacy Steffensen  
Brookings County Auditor's Office

## **BROOKINGS COUNTY COMMISSION MEETING**

**Wednesday, August 11, 2004**

The Brookings County Board of County Commissioners met in special session on Wednesday, August 11, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad and Emil Klavetter. Also present: Stephanie Vogel, Janet Willmott, Mel Kloster, Ted Eggebraaten and Martin Stanwick.

## BUDGET HEARINGS

Stephanie Vogel, Janet Willmott, Mel Kloster, Ted Eggebraaten and Martin Stanwick met with the board to discuss the 2005 budget.

## ADJOURNMENT

Chairperson Santema declared the meeting adjourned until 9:00 a.m. on Thursday, August 12, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Stacy Steffensen  
Brookings County Auditor's Office

# **BROOKINGS COUNTY COMMISSION MEETING**

**Thursday, August 12, 2004**

The Brookings County Board of County Commissioners met in special session on Wednesday, August 12, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad and Emil Klavetter. Also present: Stephanie Vogel and Janet Willmott.

## **BUDGET HEARINGS**

Stephanie Vogel and Janet Willmott met with the board to discuss the 2005 budget.

## **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30 a.m. on Tuesday, August 17, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Stacy Steffensen  
Brookings County Auditor's Office